

Memorandum

TO: Distribution List
FROM: Bryan Tippie, Budget Director
DATE: September 19, 2006
Re: Minutes of the September 14, 2006 Finance Committee Meeting



Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on September 14, 2006, at 1:00 p.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: The Treasurer's Report was provided for the Finance Committee's consideration.

County Attorney's Report: Jeanette Irby, County Attorney's Office, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2006

1. **School Division - \$75,995**
 - a. \$57,439 from the FY 2005 Textbook Fund Balance was approved for re-appropriation to the Textbook Fund for textbook expenditures.

FY 2007

- b. \$18,556 from a Federal Assistive Technology Grant was approved for appropriation to the School Division to assist students with disabilities.
2. **Sheriff's Office - \$10,850**

\$10,850 from Insurance Reimbursement for a wrecked vehicle was approved for appropriation to the Sheriff's Vehicle Replacement account in the Capital Fund.
3. **Agriculture - \$213,500**

\$213,500 from a State Grant was approved for appropriation to the Conservation Easement Service District Fund for the Purchase of Development Rights Program.

4. Adult Court Services - \$15,670

\$15,670 from a State of Virginia Department of Criminal Justice Services Grant was approved for appropriation to expand and enhance local probation and pretrial services.

5. Fire and Emergency Services (F&ES) - \$24,868

a. \$6,500 from a Federal Emergency Management Performance Grant was approved for appropriation to F&ES to support emergency management programs.

b. \$18,368 from a Federal Homeland Security Grant was approved for appropriation to F&ES for Homeland Security expenses.

6. Fire and Rescue Association (F&RA) - \$304,740

\$304,740 from FY 2006 Fire and Rescue Fund Balance Construction Funds was approved for appropriation for New Baltimore, Remington and Catlett Companies.

7. Budget Office - \$811,252

\$811,252 from Fund Balance was approved for appropriation to replenish the Contingency Reserve.

8. County Administration (Public Safety Radio) - \$4,000

\$4,000 from Motorola Company was approved for appropriation for public safety radio system tower modification costs.

Transfers:

FY 2007

1. Information Technology (IT) - \$85,000

\$85,000 from the Contingency Reserve was approved for transfer to IT for the Social Services Document Imaging Project.

2. Budget Office - \$50,000

\$50,000 from the Construction Reserve was approved for transfer to the Southern Sports Complex to meet the originally stated purpose approved by the Board of Supervisors in May 2005.

Regular Agenda

Supplemental Appropriations:

FY 2007

1. School Division - \$892,452

\$892,452 from the School Division Operating Fund was approved for appropriation to the newly established Mountain Vista Governor's School Fund. The Finance Committee requested school staff provide the cost per student for the Mountain Vista Governor's School.

Transfers:

FY 2007

None

De-appropriation:

Budget Office – (\$120,000)

\$120,000 was approved for de-appropriation from the Capital Fund for a Central Sports Complex Land and Water Conservation Grant. The funds were originally appropriated in FY 2002 for the Land and Water Conservation Grant, however, due to delays the grant funding is no longer available. Park & Recreation will reapply next year for this grant.

Comments:

1. Finance: Vivian McGettigan, Finance Director

- a. Health Insurance – Health insurance costs for August increased 1.9% over same period in the prior year. There is a possibility that the health insurance fund budget will be approximately \$400,000 under funded due to a shortage of transfer from the School Division Fund.

County Administration advised that the bidding for health insurance coverage will take place in FY 2007. This action is completed every five years.

2. Budget: Bryan Tippie, Budget Director

- a. Revenue Report – Estimated revenue for FY 2006 is approximately \$2.3 million above the amended budget. A complete year end report will be provided at the next Finance Committee meeting.
- b. Fauquier Alliance for Youth - \$5,000 - \$5,000 was approved to be donated to the Fauquier Alliance for Youth (formerly known as Fauquier's Promise) to host Teen Fest '06. The Teen Fest was not held and the organization requested the use of these funds to provide a community needs assessment. After a lengthy discussion on the merits of this request, the Finance Committee agreed.
- c. CIP Status Report - Parks and Recreation, General Services, and the Library's construction projects status was provided to the Finance Committee. A new policy is being considered, that if there is no activity in a CIP project for one (1) year, the remaining funds will be transferred to the Construction Reserve Capital account.
- d. Major Funding Issues - The final year end Fund Balance amounts for FY 2006 will not be known until October. Major School and County projects requiring funding were identified. The Committee was informed that both County and School staff were working together to compile a recommended funding list for consideration.

**The next Finance Committee Meeting will be
October 12, 2006 at 10:00 a.m.**